



The Society of Cardiovascular Anesthesiologists (SCA) invites the submission of abstracts and case reports for presentation at the 22nd Annual Echo Week: Comprehensive Review & Advanced Applications of Perioperative Echo in Atlanta, GA from February 17 – 22, 2019.

Important Dates

- The submission site will open at 9 am (Eastern) on October 3, 2018
- The submission site will close at 11:59 pm (Eastern) on November 7, 2018
 - Additional submissions will not be accepted after the submission site closes
 - If you do not receive email confirmation within 30 minutes of submitting, please contact SCA Member Services for assistance
 - info@scahq.org
 - 855.658.2828 (US)
 - 847.375.6313 (International)
- Submitters will be notified in December 2018 regarding the status of their submission

Instructions for Online Submission

Submission Requirements/Guidelines

- All submission must be single spaced and in English.
- Select one of the following submission categories:
 - Original Research
 - Case Report/Case Series
 - Structural Heart Disease
- Each submission is limited to 3,300 characters. The character count includes the body text and spaces.
- Tables, figures, and images are strongly encouraged and can be accepted in the following files formats: .jpg, .tiff, .png, or .bmp.
- No video loops will be considered.
- Titles should be short and specific, and should not contain:
 - Abbreviations
 - Quotation marks
 - All capital letters
- Use generic drug/product names rather than trade names.
- Standard abbreviations may be used without definition. Non-standard abbreviations (kept to a minimum) should be placed in parentheses after the first use of the corresponding word or phrase abbreviated.
- Submissions should include the best available evidence and should not include content that is biased or promotional in nature.
- No submission will be considered with deferred outcome data. If data are to be presented, they must appear in the original submission.

General Rules

- Only submissions using the online submission site will be considered for presentation.
- Submissions that are published or presented at other national and international meetings prior to Echo Week will not be permitted to be presented.
 - If there is a potential conflict regarding a submission already being presented or published, please notify SCA at the time of submission by email (education@scahq.org). Failure to comply will result in the abstract being rejected.
- The submitted text and images must be HIPPA compliant, including masking of all patient identification material. Images with patient identifiers will not be considered for presentation.
- The submitting author must attest that the research was approved by his/her institution's International Review Board (IRB) and that informed consent/assent was obtained from each subject and/or parent or guardian.
 - Institutional quality improvement committee approval is not sufficient without also having IRB approval or a written statement from the IRB that the study is IRB exempt.
- A submission may only be submitted once (i.e. may not be submitted to multiple categories)
- SCA reserves the right to withdraw a submission at any time.
- An author of the submission must be present at Echo Week for the poster session.
- SCA will not edit submissions and will consider the submitted abstract or case the final version. Any additional changes, including adding authors, will not be permitted.
- The submitting author will attest that all co-authors of the abstract have granted consent for the material to be submitted for presentation, and that the submitting author has been granted the right by all co-authors to act on their behalf.
- Authors of accepted submission are responsible for printing and transporting their posters to Echo Week. The final determination on poster format is at the discretion of SCA.
- Authors will not be provided complimentary registration or any other financial remuneration. Presenting authors are expected to register for and attend the meeting.

Submission Reviews

All submissions undergo a blinded peer-review process and will be reviewed for the following criteria

- **Background:** Clearly stated study hypothesis. If a case report or case series, the reason for presenting the case(s) is clearly stated instead of a study hypothesis.
- **Methods:** Clearly describes the method of data collection (e.g.) prospective data collection or chart review. If statistical methodology is indicated, these methodologies are clearly described.
- **Results:** Presented in a manner (description +/- graphics) that is easy for the reader to understand. For case presentations, the appropriate clinical details are included. Descriptive and statistical results are stated. Tables, figures or other graphics add to what is described in the abstract.
- **Conclusion:** Well stated so that it is obvious how the data support or refute the stated hypothesis. Case report conclusions should clearly state how observations support a clinical or scientific principle or hypothesis worthy of future study.
- **Clarity of presentation:** Well written in a style that is understandable to a non-specialist. The "message" is easily understood by the reader without having to re-read the abstract several times.